

Message

---

**From:** Madigan, Andrea [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=742F637A10814B3EA10A0B76811AD7F5-MADIGAN, ANDREA]  
**Sent:** 11/2/2015 10:51:49 PM  
**To:** Orendorf, Kevin [Orendorf.Kevin@epa.gov]  
**Subject:** RE: Travel vs Payroll Discrepancy for August 2015 (Madigan)

Thanks!

Andrea Madigan  
CERCLA Supervisory Attorney  
Legal Enforcement Program  
U.S. EPA Region 8  
1595 Wynkoop Street  
Denver, Colorado 80202  
(303) 312-6904

---

**From:** Orendorf, Kevin  
**Sent:** Monday, November 02, 2015 3:48 PM  
**To:** Madigan, Andrea  
**Subject:** RE: Travel vs Payroll Discrepancy for August 2015 (Madigan)

Hi, Andrea!

Based upon your request, this afternoon I went to your PP23/FY15 timesheet (ending 08/08/15) to replace Site/Project Code "08BCPS03" with "08BCPS00" for your "Libby" work on both August 3 & 4, 2015.

Also, from Nancy's "E-Mail" to you, I put in the "Anaconda Aluminum" accounting string ("2015 T 08D 501EC7 A882N500") in this same timesheet. (You already have this "string" as an "Account Code Favorite.") To save this line, I inserted one ("1") hour for 08/05/15. You can remove this hour and put in the correct hours during your August 2-6, 2015 "Travel" for this site.

Check for accuracy. Since I made these corrections, the "Attest and Submit" box should be unchecked so you can put the checkmark back before you "Save."

If there are questions, or other issues, please let me know.

---

**From:** Madigan, Andrea  
**Sent:** Friday, October 30, 2015 3:19 PM  
**To:** Orendorf, Kevin  
**Subject:** FW: Travel vs Payroll Discrepancy for August 2015 (Madigan)

Hi Kevin. Can you amend my pplus to match the voucher? I will go in and attest afterward.

Andrea Madigan

CERCLA Supervisory Attorney  
Legal Enforcement Program  
U.S. EPA Region 8  
1595 Wynkoop Street  
Denver, Colorado 80202  
(303) 312-6904

---

**From:** Manlet, Nancy  
**Sent:** Thursday, October 29, 2015 6:50 AM  
**To:** Madigan, Andrea  
**Cc:** Easley, Jackie  
**Subject:** RE: Travel vs Payroll Discrepancy for August 2015 (Madigan)

Andrea,

For assistance with your PPL correction, please contact Kevin Orendorf at X6454.

Thanks,

*Nancy Manlet  
U.S. EPA, R8, TMS  
Budget and Financial Operations Unit (BFOU)  
1595 Wynkoop Street  
Denver, CO 80202  
(303)312-6167  
(303)312-6007 (FAX)  
[manlet.nancy@epa.gov](mailto:manlet.nancy@epa.gov)*

---

**From:** Madigan, Andrea  
**Sent:** Wednesday, October 28, 2015 2:48 PM  
**To:** Manlet, Nancy  
**Cc:** Easley, Jackie  
**Subject:** RE: Travel vs Payroll Discrepancy for August 2015 (Madigan)

Hi Nancy. Can you help me change my people plus to match the voucher?

Andrea Madigan  
CERCLA Supervisory Attorney  
Legal Enforcement Program  
U.S. EPA Region 8  
1595 Wynkoop Street  
Denver, Colorado 80202  
(303) 312-6904

---

**From:** Manlet, Nancy  
**Sent:** Tuesday, October 13, 2015 12:27 PM  
**To:** Madigan, Andrea  
**Cc:** Easley, Jackie

**Subject:** Travel vs Payroll Discrepancy for August 2015 (Madigan)

**Importance:** High

Andrea,

The Region VIII Cost Recovery Program is implementing a monthly notification of payroll/ travel discrepancies. A discrepancy is identified when travel site project codes do not match payroll site project codes (OR) the site travel is indicated with no corresponding payroll site charges.

The following discrepancy was found: **We have attached travel and payroll information for your convenience.**

-----

Traveler: MADIGAN, ANDREA

Begin Travel Date: 08/02/2015

End Travel Date: 08/06/2015

Voucher Amount: \$1,344.32

	<u>BBFY</u>	<u>Org Code</u>	<u>PRC</u>	<u>Site Project</u>	<u>Site Amount</u>
Travel Accounting Info:	2015	08DT000	501EC7	08BCPS00	\$941.01
	<u>2015</u>	<u>08DT000</u>	<u>501EC7</u>	<u>A882NS00</u>	\$403.31
Payroll Accounting Info:	2015	08D	501EC7	08BCPS03	FY2015 Pay Period

23

(ending 08/08/2015)

The employee needs to determine whether the Travel Accounting information or the Payroll Accounting Information is correct.

If the correction is needed in the Payroll Accounting Information, please contact Kevin Orendorf at 312-6454 for assistance.

If the correction is needed in the Travel Accounting Information, please contact your FCO (Jackie Easley at 312-6758).

Please make the appropriate corrections no later than **OCTOBER 28, 2015**, and notify me when corrective action has been completed.

Thanks in advance for your immediate attention to this matter and please don't hesitate to contact me if you have any questions or need additional assistance.

*Nancy Manlet*

*U.S. EPA, R8, TMS*

*Budget and Financial Operations Unit (BFOU)*

*1595 Wynkoop Street*

*Denver, CO 80202*

*(303)312-6167*

*(303)312-6007 (FAX)*

*manlet.nancy@epa.gov*